

**Academic Senate**

**Student Advisory Committee (SAC) Minutes**

**December 2, 2021 Meeting**

The Academic Senate Student Advisory Subcommittee on Student Resources met via WebEx on December 2, 2021, 11:30 a.m. to 12:30 p.m.

**Members present:** Veronica Wilkerson-Johnson (Chairperson), Fran Krempasky (Technology Sub-Committee Chair), Dean Ronda Miller, Samantha Wigard, Alex Azima, Ashlee Stokes, Joann Silsby, Bill Garlick, Mark Stevens, Christopher Smelker, Linda Hamlin, Louise Rabidoux, Sandra Etherly-Johnson, and Summer Gilliam (Student Senator).

**Absent:** Bruce Mackley, and Amalia Gonzales (Student Senator)

The 12/02/21 SAC Committee highlights are as follows, Minutes provided by Senator Joann Silsby and Fran Krempasky.

1. **Updates from Linda Hamlin (eLearning)**
	1. Reported that her staff assisted the student Senators with the graphics for their student survey on mental health. She had nothing further to report at this time but let the members know that she had to leave the meeting to direct her attention to some D2L issues at the current time.
2. **Welcome Sandra Etherly-Johnson, Coordinator of Diversity & Inclusion, Cesar Chavez Learning Center**
	1. Veronica Wilkerson-Johnson, chair, welcomed Sandra Etherly-Johnson as a new member of SAC. Sandra expressed that she was glad and excited to be part of this committee to see how their purpose and services interconnect with SAC. She has been at LCC for one year and can already see how we are working together.
	2. She applauded our student senators and student staff members for their outreach and sharing with others and to help get information out to students.
3. **Updates and Discussion by Fran Krempasky, SAC Subcommittee Chair**

**Student Resources:**

* 1. Student Web site Prototype “Draft”

Fran mentioned that a subcommittee was formed before summer semester to continue the work of the student resources web page. The subcommittee members who specifically worked on the draft of the prototype are: Fran Krempasky, Ashlee Stokes, and Joann Silsby. This prototype includes information that might be hard to find (aside from academics) on the LCC web site. As discussed in previous meetings, we kept the focus and modeled what the two colleges (Maricopa College and Grand Rapids Community College) listed on their web site for student resources.

* 1. We are continuing to gather information not only from SAC committee members but also from those LCC departments that work with or have interactions directly with students. Those LCC areas are: Counseling, Academic Success Coaches, Student Services, CRS’s, Bill Garlick, eLearning and ODI to help us answer the following two questions:

Question 1. What are the top 3 questions asked by students when they visit your area?

Question 2. Are there resources at the College that they have trouble locating?

* 1. Fran said the subcommittee is planning to work with Bruce Mackley and his staff, Nick Myers, from Marketing in the upcoming semester to not only work on the look and feel but make sure the site is linked to the appropriate web sites.
	2. Joann added that the subcommittee is still open to suggestions to help finalize the needed information on the web site and to share any comments to Fran (krempf@lcc.edu). Some SAC members responded with various inputs:
		1. Bill Garlick stated he circulated it to his team. The suggestions were:

--Under the “Additional Resources” link **to ODI, and the** LCC Help Desk.

--Provide a phone number that would go to a line that is always staffed to get “an get an immediate answer.”

--A link labelled “Didn’t find what you were looking for?” to use as feedback from users.

* + 1. Louise Rabidoux stated that since she and Ashley Stokes are in the student services area, they feel the prototype conveys a lot of their areas so their bases are covered pretty well. But an edit would be:

--For the “Domestic & Sexual Violence Resources” link, change the wording to “Relationship Violence/Intimate Partner Violence & Sexual Violence Resources” as this would incorporate a wider audience.

* 1. Veronica asked if the prototype could be share at the Academic Senate meeting. Fran suggested that since we are still refining and gathering data, it would be best to share the prototype after the Subcommittee has gathered feedback on the page.
1. **Student Senators**
	1. **Student Mental Health Survey –** Summer Gilliam mentioned that the survey was sent out to students and they received 413 responses! Some of the comments were that students were glad to have the survey regarding mental health. Summer has compiled the outcome data with graphics on each question.
	2. Dean Ronda Miller added that the LCC Data Science group needs to be involved in future surveys to follow LCC protocol. She plans to meet with the student senators before each Academic Senate meeting to go over their report/discussion to enhance a clear understanding of the things they are working and to help on the kinds of questions the Academic Senate may have.
2. **Update on Food Pantry and Hygiene Pantry**
	1. **Academic Success Coaches**

Dean Ronda Miller stated that Jess Stevens left LCC. He will be missed greatly. Veronica said to make sure Jess knows the SAC committee will miss him and wish him well in his new position. A new Academic Success Coach, Armando Arevalo, will join the coaches’ team. Dean Miller mentioned that she will handle the food pantry in the interim. They plan to send out a survey to students the first of the year on food insecurity and will work with Data Science on the survey. Dean Miller would also like to extend the food pantry to LCC faculty and staff as well.

1. **Bruce Mackley in Marketing**
	1. **Marketing Update**

Bruce was not present to provide an update at this time.

1. **Discussion and Ideas**
	1. Meeting times: Do all the meetings need to start at 11:30 a.m.? Veronica responded that it is hard to pick a time and day that everyone is available.
	2. Next meeting is Thursday, January 13, 11:30 a.m. to 12:30 p.m.
	3. Veronica also welcomed Christopher Smelker to SAC.

**Action Items from this meeting:**

1. Dean Ronda Miller will meet with the student senators to go over their agenda items before each Academic Senate meeting.
2. Feedback is welcome from the SAC members (and their constituents) on the student resources prototype web site. The subcommittee will also gather the input provided from those LCC departments that have direct contact with students (as mentioned in Item 3 above).

**Upcoming meetings:**

- January 13

Respectfully submitted,

Veronica Wilkerson-Johnson, Chairperson

Scribes:

Joann Silsby and Fran Krempasky